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**Zoom Info:** Join Zoom Meeting  
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 Meeting ID: 983 0879 0602  
 Passcode: 139201  
 One tap mobile: +12532158782,,98308790602#,,,,,0#,,139201# US (Tacoma)  
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**Meeting Purposes:**

1. Hear from a city who adopted form-based codes (FBC) and lessons learned
2. Share progress on FBC work
3. Discuss issues or questions on FBC work

If you would like to speak on an agenda item during the meeting, please comment in the chat box so we can call on you. You can also send an email to [Laura.Hodgson@commerce.wa.gov](mailto:Laura.Hodgson@commerce.wa.gov) or [Anne.Fritzel@commerce.wa.gov](mailto:Anne.Fritzel@commerce.wa.gov) if you have comments on specific items.

Agenda Items	Time	Notes
<b>Welcome</b>	7 minutes	Commerce announcements on: <ul style="list-style-type: none"> <li>• Overview of what we have heard from HB 1923 grantees in status updates</li> <li>• Information on deliverable dates and changes that may be needed</li> <li>• EZView website resources</li> <li>• Information on grantees electing FBC</li> </ul>
<b>Hear from City with Adopted FBC</b>	15 minutes	Mountlake Terrace implemented form-based codes in their Downtown in 2008 and made updates in 2019. Christy Osborn, Director of Community and Economic Development, or other city representative will share about their work.  Questions and Answers
<b>Share progress on FBC efforts</b>	30 minutes	What approach are you taking to developing your codes?  What example codes are you looking at?  What issues or challenges are you dealing with as you engage your community and draft the code?  What has worked well for you? Are there any lessons you've learned at this point to share?  <b>Speakers:</b> Angelie Stahlnecker (Fircrest), Tiffany Speir (Lakewood), David Miller (North Bend)
<b>Polling</b>	5 minutes	A quick way to learn about who is on the call and what they are doing with FBC

<b>Group discussion</b>	20 minutes	<p>How have you developed the vision or support for the code changes?</p> <p>How are you addressing any public concern to increased heights or density?</p> <p>For those of you who do not have design guidelines or FBC already, how are you educating your communities and appointed and elected officials about FBC?</p> <p>Have you or do you plan to meet with developers to test if the code is workable or economically feasible?</p>
<b>Q&amp;A</b>	5 minutes	Time for cities to ask questions of each other that have not been discussed.
<b>Wrap-up</b>	3 minutes	<p>Are future meetings with FBC grantees desired?</p> <p>What information can Commerce provide to assist your planning efforts?</p>

Possible Other Discussion Topics:

- Has public sentiment shifted in light of the pandemic?
- What forms of outreach are you doing for your plan?

Polling Questions:

- Does your city have any FBC or design guidelines already? (yes or no)
- What stages have you completed within your process? (selected consultant, code research, gathered public input, developed recommendations, submitted draft FBC to PC or Commerce, revising FBC, adopting FBC)
- How big is the area you are doing FBC for? (<5 blocks, 6-15 blocks, 16-30 blocks, >30 blocks)
- Are you doing a strict FBC, a hybrid (FBC/design guidelines), or don't know?
- How are you organizing your FBC (select all that apply): use/height districts? Street-based frontages standards? Design standards/guidelines? Other?

HB 1923 FBC Grantees: (Speakers in bold)

	<b>First Deliverable</b>	<b>Other Actions</b>	<b>About the FBC</b>	<b>Work to Date</b>	<b>Possible questions</b>
Covington	Draft 11/30/20	Infill Exemption	Downtown	Interviews by consultant (19), existing conditions report coming in September	Ask about outreach: interviews and planned live online presentation/workshop on Sept 17
<b>Fircrest</b>	Draft submittal 8/4/20	Duplex/triplex/courtyard apt	Downtown	Draft submitted	How was height determined? Were there issues or concerns and how did you address?
Kirkland	Draft Feb 2021	Planned action (subarea plan – not funded)	Around future transit		
<b>Lakewood</b>	Draft 9/15/20	Subarea Plan, Planned Action	Around Sound transit station	Subarea hybrid FBC scheme submitted	Height?
Langley	Draft 10/1/20, but behind due to furloughs	Duplex/triplex/courtyard apt	To allow MF housing in SF zone districts, to allow by-right triplexes		
Marysville	Summer work, draft 12/22/20	Subarea Plan, Planned Action	Downtown, with BRT added in 2027	Visioning process with community & stakeholders was delayed	
<b>North Bend</b>	Draft 9/15/20, but behind	Duplex/triplex/courtyard apt	Small downtown		(questions: height issues and changing public sentiment due to pandemic)
Port Angeles	Draft 12/15/20	Infill exemption, short subdivision	Commercial zones	(behind)	
Ridgefield	Draft 11/2/20	Duplex/triplex/courtyard apt, cluster zoning, duplex/corner	Small downtown	(consultant started in July)	
Ruston	Draft 10/2/20	Duplex/corner, Min net density of 6	Downtown and city-wide	Postponed or modified public meetings	
Sultan	Draft 9/11/20	Cluster zoning	FBC in Mixed Use Urban Center zone		Do they have some insight to share given draft is almost done?